



Natural Resources Conservation Service
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May 19, 2003

OKLAHOMA BULLETIN NO. OK170-3-3

SUBJECT: CGI - ArcView – Customer Service Toolkit – Net Meeting Help Sessions

Purpose: To inform field of scheduled help sessions

Expiration Date: September 30, 2003

Beginning in June, a series of ArcView/Customer Service Toolkit (CST) help sessions will be presented by the NRCS GIS staff. The sessions will be a combination of conference calls with live Net Meeting ArcView/CST planning demonstrations and are designed to provide additional help to employees that may be having trouble learning all the aspects of using ArcView/CST. The sessions will include a Power Point presentation followed by a live on-screen demonstration. The sessions will be one hour in length with the Power Point presentation available for later download.

The ten modules being presented are:

June 24-25	Module 1	Getting Started (Zooming to plan area, Using the Toolkit Toolbar, and saving the project)
July 8-9	Module 2	Creating the Planned Land Units theme (Using multiple projects, digitizing fields, using the FSA CLU layer)
July 21-22	Module 3	Adding land unit information and scheduling conservation practices
Aug 5-6	Module 4	Creating fence and other line themes
Aug 19-20	Module 5	Creating ponds and other water feature themes
Sept. 9-10	Module 6	Using buffers to create themes
Sept. 23-24	Module 7	Labeling fields and other features on the plan map
Oct. 7-8	Module 8	Creating and managing conservation plan map layouts
Oct 22-23	Module 9	Creating soil maps for conservation plans
Nov. 5-6	Module 10	Bringing GPS data into conservation plans

(MORE)

DIST: AE

There will be four sessions each day with the following session times:

9:00 am.-10:00 am
10:30 am-11:30 am
1:00 pm- 2:30 pm
3:00 pm-4:00 pm

The Net Meeting sessions will be limited to 10 participants for each session. To sign up for a session, e-mail Jim Stover (James.Stover@ok.usda.gov) two weeks prior to each session with your preferred time and two alternate times. If you are planning to sign up only for some of the later sessions, please wait until two weeks prior to that session in order to reduce the number of e-mails coming in at one time. Also, this will insure that you will be available during that time period. Session assignments will be made on a first-come basis with field office personnel receiving top priority. You will be notified by e-mail of your assigned session and the call-in information. If you have questions about any of the help sessions or signing up, please contact Jim Henley, GIS Manager, (405) 742-1114.

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State Conservationist